



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Research Triangle Park, NC 27711

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

APR 30 2015

RE: EPA-HQ-2015-005794

Dear Mr. Parker:

This letter is in response to your Freedom of Information Act (FOIA) request for the following information regarding HR Specialist Charles Phillips:

1. Number of job requisitions filled in each of the last five years.
2. Numbers of jobs he has filled with Schedule A applicants in each of the last five years.

Under FOIA, only existing Agency records are subject to release and there are no records responsive to your request. We have determined that the total fee that would be incurred in processing this request is de minimus and therefore not billable.

Under the FOIA, you have the right to appeal this determination to the National Freedom of Information Office, U.S. EPA, FOIA and Privacy Branch, 1200 Pennsylvania Avenue, NW (2822T), Washington, DC 20460 (U.S. Postal Service Only), Email: FOIA_HQ@epa.gov. Only items mailed through the United States Postal Service may be delivered to 1200 Pennsylvania Avenue, NW. If you are submitting your appeal via hand delivery, courier service or overnight delivery, you must address your correspondence to 1301 Constitution Avenue, N.W., Room 641J, Washington, DC 20004. Your appeal must be made in writing, and it must be submitted no later than 30 calendar days from the date of this letter. The Agency will not consider appeals received after the 30 calendar day limit. The appeal letter should include the FOIA number listed above. For quickest possible handling, the appeal letter and its envelope should be marked "Freedom of Information Act Appeal."

If you have any questions concerning this determination, please contact Ramona Litowsky, Branch Chief, Management Services Branch, at 919-541-4298.

Sincerely,

A handwritten signature in blue ink, which appears to read "Mark McPherson", is positioned above the printed name.

Mark McPherson
Chief of Staff

Office of Administration and Resources Management